

2025-2026 CME Committee Charge

Purpose

The Continuing Medical Education (CME) Committee is responsible for overseeing the planning and development of all SSO CME and Continuous Certification self-assessment activities. In addition, the Committee is to ensure all SSO CME Continuous Certification activities are compliant with the rules and guidelines set forth by the Accreditation Council for Continuing Medical Education (ACCME) and the American Board of Surgery (ABS). Evaluation and/or outcomes analyses for all CME and Continuous Certification activities are also conducted by the Committee.

Responsibilities

- Oversee the development and planning of all SSO CME and Continuous Certification activities ensuring SSO adherence to all ACCME and/or ABS rules and guidelines.
- Develop evaluations and outcomes assessments for all SSO CME and Continuous Certification activities; conduct an analysis of the data captured and report to the SSO Executive Council.
- Annually conduct an analysis of SSO's overall CME program.
- Work with staff to maintain continued accreditation of SSO CME activities from the ACCME and assist in ACCME reaccreditation process every 4-6 years.
- Annually review and approve all SSO CME policies and CME Mission Statement.
- Serve as volunteer reviewers for abstract submissions to SSO's live meetings.

Composition/Appointment

- Chair: 2 years
- Vice Chair: 2 years
- Up to 12 members: 2 years
- Board Liaison

New members are appointed by the President-Elect during the Application for Engagement, taking a wide range of factors into account: diversity of gender, race, geographical location, program size, and skillset, among others. New Vice Chairs are selected from among current members or those whose 2-year term is ending.

Eligibility	Time Commitment	Staff Liaison
• Current voting SSO members with dues paid for 2025. • Commit to allocating time to effectively participate. • Complete Application for Engagement.	• Multiple virtual meetings per year. • Additional hours per month to complete committee responsibilities. • Attend the Joint Committee Conference held at the SSO annual meeting.	Meagan Gilliland-Johnson Mgillilandjohnson@surgonc.org